

City of Cincinnati



Date: January 6, 2003

FOR YOUR INFORMATION

To: Mayor and Members of City Council

From: Valerie A. Lemmie, City Manager

Copies to: David J. Krings, County Administrator

Subject: **CONVENTION CENTER EXPANSION: PROGRESS REPORT #3**

This is the latest progress report on the Convention Center expansion and renovation. This report is also forwarded to Mr. Krings in order to keep the County informed of the project's progress.

1. WCPO Relocation

- A. The Park Board passed a resolution granting a construction and permanent easement for the new WCPO property. An ordinance was submitted to City Council on November 27, 2002 and to the City Planning Commission on December 6, 2002. The ordinance was passed by City Council on December 11, 2002.
- B. The Enterprise Zone Agreement ordinance is expected to be submitted to City Council this month.

2. Project Management

- A. The project design team returned December 16 – 17, 2002 with a completed Schematic Design. On December 16, they made a brief presentation to the County Commissioners at their Monday morning meeting. Minette Cooper attended this meeting. Video tapes and handouts of this presentation were distributed to City Council. On December 17, they presented the design to the Urban Design Review Board at a public meeting.
- B. The schematic design presentation is available on the City's web site at www.rcc.org/convctr100402.html.
- C. The Development Oversight Committee had their first meeting on December 17, 2002. They were given an overview of the schematic design, budget and schedule for the project.
- D. The project is on time and within budget as of this phase (schematic design) in the project. A preliminary schedule for the design development phase is

attached to this report.

- E. The project team met with the GCCVB and the Convention Center sales staff to confirm booked events and discuss opportunities for confirming tentatively booked events in coordination with the renovation schedule for the project.

3. Hotel/Motel Tax

Collections by the hotels started December 1, 2002.

4. Water Service Contracts

Pursuant to City Ordinance 0165-2002, the Cincinnati Water Works is sending out letters informing Hamilton County and various jurisdictions of their opportunity for water service contract extensions. These letters will be sent out this week.

5. Corporate Contributions

The Cincinnati Business Committee is in the process of collecting the private contributions. The project will be receiving the funds over the life of the design/construction period (2002-2006).

6. County Contributions

The City received the \$1.75 million contribution from the County on December 13, 2002 as per the City and County MOU.

7. Equity Fund Loan

The language in the letter of intent with the Equity Fund has been finalized. The CFA will need to approve the letter of intent. Money from the Equity Fund will be drawn down later in the process, probably beginning in 2005.

8. Naming Rights

- A. Discussions are continuing with Cinergy to develop the final terms of the naming rights agreement.
- B. The Administration will bring an ordinance forward authorizing the City Manager to enter into such an agreement early next year.

9. GCCVB Commitment

Meetings are being held with relevant staff to ensure that the GCCVB will be able to meet their commitment of \$1 million a year for 10 years.

10. Center Operation and Contracts

The Administration is in the process of reviewing performance measures for the Convention Center and the GCCVB.

11. Public Information

The City and GCCVB has selected a communications team comprised of ALJ Communications, Coggentino Design, and Dan Pinger Public Relations Inc. to manage the public information campaign for the project.

12. Commitment from the State

The City project team is in the process of working with the City, County, Chamber of Commerce, and the CBC to secure a signed Letter of Understanding between these entities confirming that requesting funds from the State for the Convention Center will be the highest priority in the State Capital Budget for the 2005-2006 biennium.

13. SBE Commitment

The project team will be making informational presentations to local groups (Women's Chamber of Commerce, African-American Chamber of Commerce etc.) regarding the SBE outreach plan.

14. Convention Facility Authority

- A. The CFA has been appointed by the County on their December 30, 2002 meeting. Their first meeting is expected to occur sometime early this year. Attached is a copy of the County resolution which appointed the CFA members.
- B. City and County staff are working to develop appropriate agreements, contracts, leases, financing plans which will be available to implement all of the items in the Memorandum of Understanding between the City and the County.

15. Items to be Presented to City Council

- A. Ordinance for Enterprise Zone Agreement (early 2003)
- B. Ordinance to accept Naming Rights contribution (early 2003)
- C. Ordinance to adopt Letter of Understanding for State Commitment (early 2003)
- D. Ordinance for WCPO TV Zoning Change (approved)
- E. Ordinance for Release of Deed Restriction for WCPO TV property (approved)
- F. Ordinance to grant a Construction and Permanent Easement to Scripps Howard (approved)

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**CINERGY CENTER EXPANSION & RENOVATION
DESIGN DEVELOPMENT SCHEDULE
17-Dec-02**

Date	Meeting Agenda	Attendees
Jan. 14-15 Cincinnati GBBN Offices	Design Development Phase Kick-off Workshop Design/Phasing/Constructability Issue Identification Key Issue Identification by Discipline Specific Phasing Issues Specific Cost Parameters Design Development Schedule Analysis (calendar) Major Task List by Discipline Existing Building Conditions Verification - as needed Discipline Hand-off Strategies Key Issue Resolution Schedule (Workplan)	Core Group: Owner URS Hunt LMN CAC Consultants: Structure MEP Cost Code Lighting Food Service Low Voltage Landscape Civil Graphics
Feb. 11-12 Cincinnati GBBN Offices	Coordination Meeting/Agency Update Presentation of Design Progress Issue Resolution by Discipline Schedule/Workplan Status Review Phasing Confirmation "Cartoon Set" Review City Agency Updates Cost Confirmation Consultant Direction	Core Group Consultants: Structure MEP Cost Code Others: TBD
Mar. 18-19 Cincinnati GBBN Offices	Coordination Meeting/ Design Review Urban Design Review (50% DD) Development Oversight Committee Presentation Presentation of Design Progress Issue Resolution by Discipline Schedule/Workplan Status Review Phasing Confirmation Cost Confirmation Consultant Direction	Core Group Urban Design Review Board Development Oversight Committee Consultants: Structure MEP Cost Graphics Others: TBD
April. 22-23 Cincinnati GBBN Offices	Coordination Meeting Presentation of Design Progress Issue Resolution by Discipline Schedule/Workplan Status Review Phasing Confirmation Cost Confirmation Consultant Direction	Core Group Consultants: Structure MEP Cost Others: TBD
May 28-29 Cincinnati GBBN Offices	Design Development Presentation/Pricing Package/Agency Review Preliminary Design Development Presentation Design Development Document Review (incl. Consultants) Specification Review (incl. Consultants) Program Verification User Group Review City Agency Updates Pricing Set Handoff	Core Group User Groups Consultants: Structure MEP Cost Code Others:TBD
June	Intermediate Cost Review Meetings as Required Cost Estimating Coordination Meetings 4 weeks Reconciliation 1 week	Core Group Consultants: As Needed
July 1 - 2 Cincinnati	Final Design Development Presentation Urban Design Review (100% DD) City Council Presentation County Commissioner Presentation Reconciled Cost Estimate/Design Design Development Presentation Package	Core Group Urban Design Review Board Consultants: TBD

RESOLUTION APPOINTING MEMBERS TO THE COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTORS

By the Board:

WHEREAS, on May 15, 2002 this Board of County Commissioners, Hamilton County, Ohio adopted a resolution creating a County Convention Facilities Authority; and

WHEREAS, the resolution creating the Authority was adopted in accordance with Section 351.04 of the Ohio Revised Code and indicated that the Authority would be governed by a Board of Directors: and

WHEREAS, this Board of County Commissioners desires to make appointments to the Convention Facilities Authority; and

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners hereby appoints the following to serve as members of the Board of Director representing the constituencies and to staggered terms as indicated:

Gwen McFarland, Spring
A member to be announced for a one year term representing the Greater Cincinnati Convention and Visitors Bureau

Mr. Larry Grypp for a one year term representing the Chamber of Commerce

Ms. Kathryn Wagner for a two year term representing a Township (Symmes)

Mr. Mark Schutte for a two year term representing the Ohio Hotel Association;

Mr. Virgil Lovitt, II for a three year term representing Sharonville;

Mr. Paul Brehm for a three year term representing the Northern Cincinnati Convention and Visitor Bureau

Mr. Nat Comisar for a one year term representing the City of Cincinnati as recommended by the Mayor

Mr. Eric Kearney for a two year term representing the City of Cincinnati

Mr. Daniel Meyer for a three year term representing the City of Cincinnati

Mr. Derek Parham for a one year term representing the City of Springdale

Mr. Jim Summer for a three year term representing the City of Blue Ash